

Minutes of the
Gasconade County Soil and Water Conservation District
Regular Board Meeting – USDA Service Center
314 S. Olive Street, Owensville, MO
Tuesday, January 6, 2015, 6:30 p.m.

Chairman Dennis Berger called the regular board meeting to order at 6:35 p.m. immediately following a small recognition of the 15 years (this time) of service for Diana Mayfield. Those present were: Chairman Dennis Berger, Vice-Chairman Mike Haeffner, Treasurer Matt Estes, Secretary Matt Herring, District Conservationist Melinda Barch, and District Specialist II Diana Mayfield. Member Debra Nowack and District Technician II Kory Hubbard were absent.

The minutes of the December 6, 2014, meeting were reviewed. Mike Haeffner made the motion to approve the minutes. Matt Estes seconded the motion. The motion carried 4-0.

The December Treasurer's Report was reviewed. Matt Herring made a motion to approve the treasurer's report as presented. Mike Haeffner seconded the motion. The motion carried 4-0.

The timesheets were reviewed. Mike Haeffner moved to approve the submitted timesheets. Matt Herring seconded the motion. The motion carried 4-0.

The Quarterly Report was reviewed by the Board. It was noted that the increased \$75 request from the commission will actually be posted in Fiscal Year 2016 as the commission runs on the calendar year. Also, clarification on the income (Other Expenses) was needed and the Board asked that "GRANT" be added in order to reduce confusion. Mike Haeffner moved to approve the quarterly report as submitted with changes. Matt Herring seconded the motion. The motion carried 4-0.

Unfinished Business

- ❖ The Board discussed the Training Conference and the letters that were subsequently drawn up. Dennis Berger wished to express his disappointment in the overall training conference. He, Mike Haeffner, and Matt Estes felt that there were some personal agendas going on and that things were very controversial and tense. Dennis also commented that the workshops were not very informative and that is probably why a lot of counties did not attend the conference, or if they did, they did not attend the workshops. Diana Mayfield indicated that she was very disappointed in the timing of the workshop descriptions being presented (just days before the conference). The opening session was very disturbing and insulting to many. Dennis Berger asked who selected this person and Diana Mayfield thought that it was the MASWCD Board. Melinda Barch indicated that they do not contract anyone to speak at their conferences unless one of the committee members had actually heard them. Diana Mayfield thanked Dennis Berger, Mike Haeffner,

and Matt Estes for their support. There were many counties unrepresented or only represented by 1 or 2 board members. Mike Haeffner mentioned that Resolution #1 from Livingston County was presented in a different light when at the conference. Area Rep George Englebach explained that requiring Area Reps to attend at least two commission meetings was very difficult since you never know when or where a meeting will actually be held due to the lack of quorum. There have been times when a meeting would get started, but then one commissioner would have to leave, so no business was conducted. It was noted that there was no actual Commission meeting held at this conference for this very reason. It was noted that there were hundreds of people there that wished to sit in on the proceedings, which they would otherwise be unable to attend. The problem is that there are only 4 commission members and that is the required number for a quorum. This is the reasoning behind the Board letter to the Governor. Diana Mayfield researched and found that there are only 4 members and all 4 are from one party. According to Statute, that is the maximum from one party. She believes that in the last 15 years, there has only been a complete commission one time and it wasn't for very long. She did note that as of December 22, 2014, the Governor appointed Jerry D. Vance, upon Senate approval. She was unable to determine his party affiliation at this time. She updated the letter noting this and to requested the other seat be filled forthwith.

The Board then discussed the letter to the SWC Program Director Colleen Meredith for transparency in seeking other options for health care. It was noted that the Commission directed the program office to look into different providers to find more affordable health care at a recent commission meeting based on a letter from Osage County and that our Resolution#2 had just passed requesting such an endeavor. At the conference "Plan for the Future" workshop, it was discussed about just raising the employee allotment to 75% for a family plan, if needed (going from approximately 1.5 to 2.2 million). This proposal was coming from the Plan for the Future Committee. It was asked where the minutes from these meetings were and no one seemed to know. It was noted that many of the recent changes to the program have come from the "Plan for the Future Committees," with little or no warning or comment period (case in point – Internship Program.) We need to ask that the program office make the minutes of these meetings available for review and comment, if necessary, and that they be transparent in showing who they contact for insurance bids and their responses. Dennis Berger felt that both letters should be sent to our state representatives so that they are aware of the problems the Soil & Water Districts are facing. Matt Estes moved to approve the letters to the Governor and the Program Director. Mike Haeffner seconded the motion. The motion carried 4-0.

Mike Haeffner briefed the rest of the board about the brainstorming we did during the conference to try to increase our local funds in the hopes to try to fund a new no-till drill. He and Dennis Berger talked to MDC personnel about a new grant that has been established to help local districts purchase a new drill, however, local funds will be needed as well. It was thought that we might try to have a "silent auction" at our upcoming Annual Meeting. Mike has already contacted Sydenstricker's Equipment and they are favorable for donating an auction item. We need to try and keep the items "Ag" oriented while perhaps contacting financial institutions for monetary donations. Mike indicated that Agri-MO was at the training conference and that they would perhaps donate an item and set up a booth to discuss their programs. Melinda wondered if maybe they would do the program. Diana will contact them about a basket and program.

- ❖ The Area III committee only had Debra Nowack as a confirmed candidate. Diana Mayfield has contacted all three committee members several times to no avail. Mike Haeffner moved to approve Debra Nowack as a candidate for Area I and that another candidate may be approved later upon recommendation of the nominating committee. Matt Estes seconded the motion. The motion carried 4-0.
- ❖ The Mid-MO Grazing Conference was reviewed with no action taken.

New Business

- ❖ Diana Mayfield reviewed the fund status with the Board. Dennis Berger asked about the previous projects that were waiting on planning. She indicated that Mr. Schneider withdrew from the project and that the WQ10 is still awaiting a landowner title change. Melinda indicated that Mr. Kopp's survey had been received from the Area Engineer and Aubuchon's Streambank work is still processing. Melinda Barch discussed the CSP conservation plans up for approval.

Mike Haeffner made a motion to approve the cost-share applications listed below. Matt Herring seconded the motion. The motion carried 4-0.

New Cooperators

- None

Contracts and Conservation Plans

- EDK Farm LLC, DSP-3.2, \$9,184.87, 062-15-0024, Conservation Plan Approved by Matt Estes, 12/17/14
- EDK Farm LLC, DSP-3.3, \$1,302.00, 062-15-0025 Approved by Matt Estes, 12/17/14
- WM Boettcher Farm INC, CSP Conservation Plan
- Dennis Barringer, CSP Conservation Plan
- Roger Loeb, CSP Conservation Plan
- John A. Kreter, CSP Conservation Plan
- Jerry Lairmore, CSP Conservation Plan
- Jerome Winthorst, CSP Conservation Plan
- Joy Haeffner, CSP Conservation Plan

Change Orders

Dm: 01/12/15

- None

Contract Payments


- Leslie/Vera Nicks, DSP-3.3, \$1,647.19, 062-15-0001

Cancellations

- None

- ❖ Matt Herring moved to approve Cathy Mauzey as the caterer for the upcoming annual meeting at \$8.50 per plate. Mike Haeffner seconded the motion. The motion carried 4-0.
- ❖ Mike Haeffner made a motion to have the April Board Meeting after the Annual Meeting on April 9th with all current and new board members (if elected) attending. Matt Estes seconded the motion. The motion carried 4-0.
- ❖ Mike Haeffner made the motion to approve staff to assist for 2 days at the National Envirothon in Springfield, MO, the last week in July 2015. Matt Estes seconded the motion. Motion carried 4-0.
- ❖ The Board reviewed the DNR Memorandums and Letters.
 - Memorandum 2015-008, Disaster Declaration FEMA-4200-DR
 - E-Mail Dec 29, 2014 – New District Color Multi-function Machines – to be installed on 01/07/15
 - Memorandum 2015-009, 2015 Internship Program. After some discussion, it was decided to query Osage and Maries County to see if it would be advantageous to perhaps share an intern. Melinda Barch indicated that NRCS would be sponsoring an intern in Osage County this summer. She pointed out that job duties would need to be established. Deferred until next month's meeting.
- ❖ Melinda Barch indicated that due to the workload of the Area Engineering staff, she would like to see if the Board would allow the District Technician to cross county lines for training in designing different structures. She feels that each technician has different strengths that could be shared and possibly reduce the need for area engineering staff. The Board saw no problem with this, especially since the program office is encouraging "sharing staff."
- ❖ The Board reviewed the NRCS & District reports as submitted.
- ❖ Dennis Berger entertained a motion to adjourn. Mike Haeffner so moved. Matt Estes seconded the motion. All in favor. Meeting adjourned at 8:10 p.m.
- ❖ Next Regular Board Meeting is scheduled for Tuesday, February 3, 2015, at 6:30 p.m. at the USDA Service Center.

 2-3-15
Dennis Berger, Chairman Date

 2-3-15
Matt Herring, Secretary Date

By: DIANA
12/23/14 7:12am

GASCONADE COUNTY SWCD
Treasurers Report

Page 1

Checking account #: MAIN

Dates: From 12/01/14 To 12/31/14

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: MAIN	Beginning Checking Account Balance for: Dec	\$11,615.15
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Auto bal account #: 00-00-100

Bank ID: 081512407	Bank name: Community Bank
Acct #: 2001322	Phone: 573-437-4444

Checks

4971	12/04/14	HERRING - SUPV TRVL	MATTHERR	\$56.70
4972	12/04/14	NOWACK-SUPV TRVL	DEBRA	\$23.10
4973	12/04/14	2015 LIABILITY INS	MOPERM	\$450.00
4969	12/05/14	HUBBARD-PAYROLL 12/05/14	KORY	\$969.31
4970	12/05/14	MAYFIELD-PAYROLL 12/05/14	DIANA	\$883.94
9414969	12/05/14	MCHCP W/H PYMT	MCHCP	\$1,266.82
4976	12/17/14	MASWCD DUES	MASWCD	\$450.00
4977	12/17/14	BERGER SUPV TRVL	DENNIS	\$136.50
4979	12/17/14	HAEFFNER SUPV TRVL	MIKE	\$282.45
4982	12/17/14	EQUIP/BOARD MEETING	PLATINUM	\$169.84
4981	12/18/14	MAYFIELD EMPLY TRVL	DIANA	\$260.77
4986	12/18/14	TIRE FOR JOHN DEERE	JOST TIRE	\$123.69
4974	12/19/14	HUBBARD-PAYROLL 12/19/14	KORY	\$969.31
4975	12/19/14	MAYFIELD-PAYROLL 12/19/14	DIANA	\$883.94
4978	12/19/14	ESTES SUPV TRVL	MATT	\$149.63
4980	12/19/14	HUBBARD EMPLY TRVL	KORY	\$121.80
4983	12/19/14	4TH QTR STATE TAX	STATE TAX	\$354.00
4984	12/19/14	RETIREMENT PYMT	RETIRE	\$689.76
4985	12/19/14	AFLAC PYMT	AFLAC	\$139.62
9414975	12/19/14	941 DECEMBER 2015	EFTPS	\$848.12
4987	12/30/14	BOARD MEETING	WALMARTS	\$20.98
Total Checks				\$9,250.28

Deposits

BI113014	12/04/14	BANK INTEREST 11/30/14	(\$2.90)	Deposit
CR120414	12/04/14	DRILL/PLAT BOOK RECEIPTS	(\$221.00)	Deposit
DLR120514	12/05/14	DRILL RECEIPTS 12/05/14	(\$230.00)	Deposit
DR121514	12/15/14	DRILL RECEIPT	(\$354.00)	Deposit
PR121514	12/15/14	PLAT BOOK RECEIPTS	(\$175.00)	Deposit
CR122414	12/24/14	12/24/14 CAS RECEIPTS	(\$443.00)	Deposit
Total Deposits			(\$1,425.90)	

Total Deposits less Checks for the month: \$7,824.38

Ending Checkbook Balance: Dec \$3,790.77

-----End of report-----

By: DIANA
12/23/14 7:12am

GASCONADE COUNTY SWCD
Treasurers Report

Page 1

Checking account #: 110
Dates: From 12/01/14 To 12/31/14

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: 110		Beginning Checking Account Balance for: Dec		\$4,057.02
Auto bal account #: 00-00-110				

Bank ID: 081512407	Bank name: COMMUNITY BANK
Acct #: 248584	Phone:

Checks

Total Checks \$0.00

Deposits

Total Deposits \$0.00

Total Deposits less Checks for the month: \$0.00

Ending Checkbook Balance: Dec **\$4,057.02**

By: DIANA
12/23/14 7:12am

GASCONADE COUNTY SWCD
Treasurers Report

Page 1

Checking account #: 130
Dates: From 12/01/14 To 12/31/14

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: 130		Beginning Checking Account Balance for: Dec		\$10,017.56
Auto bal account #: 00-00-130				

Bank ID:	Bank name: Community Bank of Owensville
Acct #: 104503	Phone: 5734374444

Checks

Deposits

Total Deposits \$0.00

Total Deposits less Checks for the month: \$0.00

Ending Checkbook Balance: Dec **\$10,017.56**

-----End of report-----

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 11/24/2014 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	10	11	12	13	14	15	16	17	Total
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	04:30 PM	03:30 PM			11:30 AM	
HOLIDAY	0:00	8:00	0:00	0:00	0:00	0:00	0:00	0:00	8:00
SICK LEAVE	0:00	0:00	0:00	1:15	0:00	0:00	0:00	0:00	1:15
WORK - ACCOUNTING	0:00	0:00	2:00	1:00	1:00	0:00	0:00	1:00	5:00
WORK - BOARD MEETING	0:00	0:00	1:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - COST-SHARE ADMINISTRATION	0:00	0:00	1:00	1:00	0:00	0:00	0:00	2:30	4:30
WORK - EQUIPMENT RENTAL	0:00	0:00	1:00	0:30	0:00	0:00	0:00	0:00	1:30
WORK - LANDOWNER PROGRAM AWARENESS	0:00	0:00	0:00	1:00	1:00	0:00	0:00	0:00	2:00
WORK - OFFICE ADMINISTRATION	0:00	0:00	3:00	1:00	6:00	0:00	0:00	1:00	11:00
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	0:00	0:00	1:30	0:00	0:00	0:00	0:00	1:30
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	1:00	1:45	1:00	0:00	0:00	0:30	4:15
Total	0:00	8:00	9:00	9:00	9:00	0:00	0:00	5:00	40:00

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 11/24/2014 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	17	18	19	20	21	22	23	24	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM				
COMP TIME	0:00	0:00	1:00	0:00	0:00	0:00	0:00	0:00	1:00
SICK LEAVE	0:00	1:15	0:00	1:15	0:00	0:00	0:00	0:00	2:30
WORK - ACCOUNTING	0:00	0:00	0:30	1:00	1:00	0:00	0:00	0:00	2:30
WORK - COST-SHARE ADMINISTRATION	0:30	1:00	1:00	2:45	0:15	0:00	0:00	0:00	5:30
WORK - EQUIPMENT RENTAL	0:00	0:30	0:00	0:00	0:15	0:00	0:00	0:00	0:45
WORK - LANDOWNER PROGRAM AWARENESS	0:00	0:00	1:00	0:00	0:30	0:00	0:00	0:00	1:30
WORK - OFFICE ADMINISTRATION	3:30	5:45	4:15	4:00	4:30	0:00	0:00	0:00	22:00
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	0:30	0:45	0:00	1:30	0:00	0:00	0:00	2:45
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	0:30	0:00	1:00	0:00	0:00	0:00	1:30
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

HOLIDAY Veteran's Day, 11/11/14
 SICK LEAVE Therapy
 WORK - ACCOUNTING Accts payable, payroll
 WORK - COST-SHARE ADMINISTRATION McClane/Kohlbusch, Spurgeon, Kopp, Mehrhoff, Schoenfeld
 WORK - EQUIPMENT RENTAL Eikermann, Huebner
 WORK - LANDOWNER PROGRAM AWARENESS HOBEIN, THOMPSON, Sassmann
 WORK - OFFICE ADMINISTRATION DNR Security Awareness
 WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES Poster Contest
 WORK - USDA ADMINISTRATIVE ASSISTANCE CSP APPTS, Hobein, Schneider, Klekamp

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 11/24/2014 11:30:00 AM

Status: Pending Board Approval

Earned This Pay Period:

Annual Leave Accrued: 6:00

Compensation Time Accrued: 0:00

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 114:15

Compensation Time Balance: 8:10

Sick Leave Balance: 484:45

Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature: *Diana Mayfield*Date: *11/25/14*Board Member Signature: *Matthew*Date: *12-4-14*

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 12/08/2014 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	24	25	26	27	28	29	30	1	Total
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	03:30 PM	04:30 PM			12:00 PM	
ANNUAL LEAVE	0:00	0:00	3:00	0:00	2:00	0:00	0:00	0:00	5:00
COMP TIME	0:00	0:00	0:00	0:00	7:00	0:00	0:00	0:00	7:00
HOLIDAY	0:00	0:00	0:00	8:00	0:00	0:00	0:00	0:00	8:00
SICK LEAVE	0:00	0:00	1:15	0:00	0:00	0:00	0:00	5:00	6:15
WORK - ACCOUNTING	0:00	2:30	0:00	0:00	0:00	0:00	0:00	0:00	2:30
WORK - BOARD MEETING	0:00	1:00	2:00	0:00	0:00	0:00	0:00	0:00	3:00
WORK - COST-SHARE ADMINISTRATION	0:00	0:30	0:00	0:00	0:00	0:00	0:00	0:00	0:30
WORK - LANDOWNER PROGRAM AWARENESS	0:00	1:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - OFFICE ADMINISTRATION	0:00	3:30	2:15	0:00	0:00	0:00	0:00	0:00	5:45
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:30	0:30	0:00	0:00	0:00	0:00	0:00	1:00
Total	0:00	9:00	9:00	8:00	9:00	0:00	0:00	5:00	40:00

Board Member Initials: ALB Date: 12-17-14
Page 1 of 2

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 12/08/2014 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	1	2	3	4	5	6	7	8	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	09:00 PM	04:30 PM				
SICK LEAVE	4:00	9:00	4:30	0:00	1:00	0:00	0:00	0:00	18:30
WORK - ACCOUNTING	0:00	0:00	0:00	2:00	1:00	0:00	0:00	0:00	3:00
WORK - BOARD MEETING	0:00	0:00	0:00	5:45	1:00	0:00	0:00	0:00	6:45
WORK - COST-SHARE ADMINISTRATION	0:00	0:00	0:00	1:00	2:30	0:00	0:00	0:00	3:30
WORK - ELECTION	0:00	0:00	0:00	0:45	1:00	0:00	0:00	0:00	1:45
WORK - EQUIPMENT RENTAL	0:00	0:00	0:00	0:45	0:00	0:00	0:00	0:00	0:45
WORK - OFFICE ADMINISTRATION	0:00	0:00	0:00	2:15	2:00	0:00	0:00	0:00	4:15
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	0:00	1:00	0:30	0:00	0:00	0:00	1:30
Total	4:00	9:00	4:30	13:30	9:00	0:00	0:00	0:00	40:00

HOLIDAY
WORK - ELECTION

Thanksgiving Holiday
Area II Nominating Committee

Earned This Pay Period:

Annual Leave Accrued: 6:00
Sick Leave Accrued: 4:00

Compensation Time Accrued: 0:00
Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 120:15
Sick Leave Balance: 485:00

Compensation Time Balance: 7:10
Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature: Diana MayfieldDate: 12/19/14Board Member Signature: Maill LDate: 12-17-14

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 12/22/2014 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	8	9	10	11	12	13	14	15	Total
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	04:30 PM	03:30 PM			12:00 PM	
ANNUAL LEAVE	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:30	0:30
SICK LEAVE	0:00	6:30	0:00	0:00	0:00	0:00	0:00	0:00	6:30
WORK - ACCOUNTING	0:00	0:00	0:00	0:00	0:00	0:00	0:00	2:30	2:30
WORK - COST-SHARE ADMINISTRATION	0:00	0:30	0:00	0:00	0:00	0:00	0:00	0:30	1:00
WORK - MEETINGS	0:00	0:00	9:00	9:00	9:00	0:00	0:00	0:00	27:00
WORK - OFFICE ADMINISTRATION	0:00	0:45	0:00	0:00	0:00	0:00	0:00	1:30	2:15
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:15	0:00	0:00	0:00	0:00	0:00	0:00	0:15
Total	0:00	8:00	9:00	9:00	9:00	0:00	0:00	5:00	40:00

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 12/22/2014 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	15	16	17	18	19	20	21	22	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM			12:00 PM	
WORK - ACCOUNTING	1:45	2:30	1:30	0:00	1:00	0:00	0:00	3:30	10:15
WORK - BOARD MEETING	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
WORK - COST-SHARE ADMINISTRATION	1:00	1:30	2:00	0:00	2:00	0:00	0:00	0:00	6:30
WORK - ELECTION	0:15	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:15
WORK - EQUIPMENT RENTAL	0:00	0:00	0:30	0:00	0:30	0:00	0:00	0:00	1:00
WORK - LANDOWNER PROGRAM AWARENESS	0:00	0:30	0:00	0:00	0:00	0:00	0:00	0:00	0:30
WORK - OFFICE ADMINISTRATION	0:45	2:00	2:30	0:00	5:30	0:00	0:00	1:30	12:15
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	0:00	2:00	0:00	0:00	0:00	0:00	0:00	2:00
WORK - TRAINING	0:00	0:00	0:00	9:00	0:00	0:00	0:00	0:00	9:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:15	0:30	0:00	0:00	0:00	0:00	0:00	0:00	0:45
Total	4:00	9:00	8:30	9:00	9:00	0:00	0:00	5:00	44:30

WORK - ACCOUNTING
WORK - BOARD MEETING
WORK - COST-SHARE
ADMINISTRATION
WORK - MEETINGS
WORK - PUBLIC
INFORMATION/EDUCATION
ACTIVITIES
WORK - TRAINING

PAYROLL, W-2/W-3, QUARTERLY REPORT
Post work
MEHRHOFF, NICKS, Huebener, Cartwright, Koepke, Spurgeon
Annual Training Conference
Envirothon
EXCEL Training

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Time Period Ending: 12/22/2014 11:30:00 AM

Status: Pending Board Approval

Earned This Pay Period:

Annual Leave Accrued: 6:00

Compensation Time Accrued: 6:45

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 121:15

Compensation Time Balance: 0:10

Sick Leave Balance: 464:15

Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature: Diana MayfieldDate: 12-22-14Board Member Signature: Matthew EDate: 12-22-14

HUBBARD, KORY D

Time Period Ending: 11/24/2014 11:30:00 AM

Status: Pending Board Approval

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	10	11	12	13	14	15	16	17	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM				
ADMINISTRATIVE LEAVE (PAID)	3:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	3:00
ANNUAL LEAVE	0:00	0:00	0:00	0:00	9:00	0:00	0:00	0:00	9:00
HOLIDAY	0:00	9:00	0:00	0:00	0:00	0:00	0:00	0:00	9:00
DSP 3.2 - TECHNICAL	0:30	0:00	1:00	3:30	0:00	0:00	0:00	0:00	5:00
N472 - TECHNICAL	0:00	0:00	1:30	0:00	0:00	0:00	0:00	0:00	1:30
WQ10 - TECHNICAL	0:00	0:00	2:30	0:00	0:00	0:00	0:00	0:00	2:30
DSP 3.3 - TECHNICAL	0:00	0:00	1:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - EQUIPMENT RENTAL	0:30	0:00	0:30	1:30	0:00	0:00	0:00	0:00	2:30
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:30	1:00	0:00	0:00	0:00	0:00	1:30
WORK - OFFICE ADMINISTRATION	0:00	0:00	2:00	3:00	0:00	0:00	0:00	0:00	5:00
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

Board Member Initials: MVB

Date: 12-4-14

Page 1 of 2

HUBBARD, KORY D

Time Period Ending: 11/24/2014 11:30:00 AM

Status: Pending Board Approval

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	17	18	19	20	21	22	23	24	Total
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	04:30 PM	03:30 PM			12:00 PM	
DSP 3.2 - TECHNICAL	0:00	1:30	4:00	0:00	5:00	0:00	0:00	3:00	13:30
N472 - TECHNICAL	0:00	1:30	0:00	0:00	0:00	0:00	0:00	0:00	1:30
WQ10 - TECHNICAL	0:00	0:00	3:00	3:00	0:00	0:00	0:00	0:30	6:30
DSP 3.3 - TECHNICAL	0:00	2:00	0:00	1:00	0:00	0:00	0:00	0:00	3:00
WORK - GENERAL LANDOWNER CONTACT	0:00	0:30	0:30	1:00	0:30	0:00	0:00	0:30	3:00
WORK - MEETINGS	0:00	0:00	0:00	1:00	0:00	0:00	0:00	0:00	1:00
WORK - OFFICE ADMINISTRATION	0:00	3:30	1:30	3:00	2:30	0:00	0:00	1:00	11:30
Total	0:00	9:00	9:00	9:00	8:00	0:00	0:00	5:00	40:00

ADMINISTRATIVE LEAVE (PAID)

Veteran's Day

HOLIDAY

Veterans Day

DSP 3.2 - TECHNICAL

McClane, Winters, Horstmann

N472 - TECHNICAL

Schoenfeld, Mehrhoff

WQ10 - TECHNICAL

Schulte

DSP 3.3 - TECHNICAL

McClane, Mehrhoff

WORK - MEETINGS

Speical eph

Earned This Pay Period:

Annual Leave Accrued: 4:00

Compensation Time Accrued: 0:00

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 104:15

Compensation Time Balance: 0:08

Sick Leave Balance: 103:45

Military Leave Balance: 0:00

Pay Rate: \$14.15

Employee Signature: Kory Hubbard

Date: 11-24-14

Board Member Signature: MVB

Date: 12-4-14

HUBBARD, KORY D

Time Period Ending: 12/08/2014 11:30:00 AM

Status: Pending Board Approval

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	24	25	26	27	28	29	30	1	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM				
ADMINISTRATIVE LEAVE (PAID)	0:00	0:00	3:00	0:00	0:00	0:00	0:00	0:00	3:00
ANNUAL LEAVE	0:00	0:00	0:00	0:00	9:00	0:00	0:00	0:00	9:00
HOLIDAY	0:00	0:00	0:00	9:00	0:00	0:00	0:00	0:00	9:00
SICK LEAVE	1:30	0:00	0:00	0:00	0:00	0:00	0:00	0:00	1:30
DSP 3.2 - TECHNICAL	1:00	1:00	3:00	0:00	0:00	0:00	0:00	0:00	5:00
WORK - GENERAL LANDOWNER CONTACT	0:00	1:30	1:00	0:00	0:00	0:00	0:00	0:00	2:30
WORK - OFFICE ADMINISTRATION	1:30	4:30	2:00	0:00	0:00	0:00	0:00	0:00	8:00
WORK - TRAINING	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

Board Member Initials: MLE Date: 12-17-14
Page 1 of 2

HUBBARD, KORY D

Time Period Ending: 12/08/2014 11:30:00 AM

Status: Pending Board Approval

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	1	2	3	4	5	6	7	8	
Start Time		07:00 AM	07:00 AM	08:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	09:00 PM	03:00 PM			12:00 PM	
DSP 3.2 - TECHNICAL	0:00	4:00	0:45	2:30	1:30	0:00	0:00	0:00	8:45
WQ10 - TECHNICAL	0:00	0:00	0:30	0:30	0:00	0:00	0:00	0:00	1:00
WORK - ACCOUNTING	0:00	0:00	0:00	0:45	0:00	0:00	0:00	0:00	0:45
WORK - BOARD MEETING	0:00	0:00	0:00	3:00	0:00	0:00	0:00	0:00	3:00
WORK - EQUIPMENT RENTAL	0:00	0:00	0:30	0:00	0:00	0:00	0:00	0:00	0:30
WORK - GENERAL LANDOWNER CONTACT	0:00	1:30	1:00	0:30	0:30	0:00	0:00	0:30	4:00
WORK - OFFICE ADMINISTRATION	0:00	3:30	6:15	1:45	1:30	0:00	0:00	1:30	14:30
WORK - USDA TECHNICAL ASSISTANCE	0:00	0:00	0:00	2:00	4:00	0:00	0:00	3:00	9:00
Total	0:00	9:00	9:00	11:00	7:30	0:00	0:00	5:00	41:30

ADMINISTRATIVE LEAVE (PAID) Thanksgiving
HOLIDAY Thanksgiving
DSP 3.2 - TECHNICAL Withhouse, Winters, Nicks
WQ10 - TECHNICAL Schulte
WORK - ACCOUNTING checkbook
WORK - TRAINING conservation planning

Earned This Pay Period:

Annual Leave Accrued: 4:00
Sick Leave Accrued: 4:00

Compensation Time Accrued: 2:15
Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Pay Rate: \$14.15

Annual Leave Balance: 99:15
Sick Leave Balance: 107:45

Compensation Time Balance: 0:08
Military Leave Balance: 0:00

Employee Signature: Kory D Hubbard

Date: 12-8-14

Board Member Signature: Paul E. Galt

Date: 12-17-14

HUBBARD, KORY D

Time Period Ending: 12/22/2014 11:30:00 AM

Status: Pending Board Approval

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	8	9	10	11	12	13	14	15	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM				
DSP 3.2 - TECHNICAL	0:00	1:30	0:00	0:00	0:00	0:00	0:00	0:00	1:30
DSP 3.3 - TECHNICAL	2:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
WORK - GENERAL LANDOWNER CONTACT	0:30	1:00	0:00	0:00	0:00	0:00	0:00	0:00	1:30
WORK - OFFICE ADMINISTRATION	1:30	3:30	0:00	0:00	0:00	0:00	0:00	0:00	5:00
WORK - TRAINING	0:00	1:30	9:00	9:00	9:00	0:00	0:00	0:00	28:30
WORK - USDA TECHNICAL ASSISTANCE	0:00	1:30	0:00	0:00	0:00	0:00	0:00	0:00	1:30
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

Board Member Initials: MLE Date: 12-30-14

Page 1 of 2

HUBBARD, KORY D

Time Period Ending: 12/22/2014 11:30:00 AM

Status: Pending Board Approval

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT. 3

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	15	16	17	18	19	20	21	22	Total
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	05:00 PM	04:30 PM	03:30 PM			12:00 PM	
ANNUAL LEAVE	0:00	0:00	0:00	0:00	0:45	0:00	0:00	5:00	5:45
COMP TIME	0:00	0:00	0:00	0:00	2:15	0:00	0:00	0:00	2:15
DSP 3.2 - TECHNICAL	0:00	0:00	1:30	0:00	0:30	0:00	0:00	0:00	2:00
DWP-03 - TECHNICAL	0:00	7:00	0:30	1:00	0:00	0:00	0:00	0:00	8:30
N391 - TECHNICAL	0:00	0:00	2:00	0:00	0:00	0:00	0:00	0:00	2:00
WORK - EQUIPMENT RENTAL	0:00	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:30
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:30	1:00	0:00	0:00	0:00	0:00	1:30
WORK - OFFICE ADMINISTRATION	0:00	2:00	4:30	5:00	3:00	0:00	0:00	0:00	14:30
WORK - TRAINING	0:00	0:00	0:00	2:00	1:00	0:00	0:00	0:00	3:00
Total	0:00	9:00	9:00	9:00	8:00	0:00	0:00	5:00	40:00

DSP 3.2 - TECHNICAL
DSP 3.3 - TECHNICAL
DWP-03 - TECHNICAL
N391 - TECHNICAL
WORK - TRAINING

Withouse
Nicks
Kopp
Aubuchon
Annual Training Conf, EFT

Earned This Pay Period:

Annual Leave Accrued: 4:00

Sick Leave Accrued: 4:00

Compensation Time Accrued: 0:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 94:15

Sick Leave Balance: 110:15

Compensation Time Balance: 2:23

Military Leave Balance: 0:00

Pay Rate: \$14.15

Employee Signature: Kory Hubbard

Date: 12-17-14

Board Member Signature: M. L. E.

Date: 12-30-14

FY 15 Budget

EXPENDITURE INFO/ED	PROPOSED	PERSONNEL GRANT-02	OTHER EXPENSES-03	ADMINISTRATIVE GRANT-04	INFO/ED GRANT-19	LOCAL FUNDS-01	YEAR TO DATE
ANNUAL MTG	\$ 2,500.00			\$ 1,500.00		\$ 1,000.00	\$ 669.15
POSTER CONTEST	\$ 300.00			\$ 300.00		\$ -	\$ 17.59
NEWSLETTER	\$ 1,100.00			\$ 1,000.00		\$ 100.00	\$ 347.43
FIELD EVENTS 4th Grade Field Days Pre-school Project River Relief Project Equipment Workshop Soil Health Workshop	\$ 2,000.00			\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 1,332.20
SPONSORSHIPS	\$ 400.00					\$ 400.00	\$ 350.00
DUES & SPONSORSHIP						\$ -	
MASWCD DUES	\$ 450.00					\$ 450.00	\$ 450.00
ELECTION EXPENSES						\$ -	
ELECTION	\$ 600.00			\$ 600.00		\$ -	\$ 11.75
OPERATING EXPENSES						\$ -	
OFFICE SUPPLIES	\$ 400.00			\$ 300.00		\$ 100.00	\$ 377.93
ADVERTIZING/PROMOTION	\$ 50.00					\$ 50.00	\$ 37.00
INSURANCE EXPENSES						\$ -	
MOPERM	\$ 450.00					\$ 450.00	\$ 450.00
EQUIPMENT	\$ 562.45					\$ 562.45	\$ 593.38
POSTAGE & MAILING						\$ -	
POSTAGE	\$ 300.00			\$ 300.00		\$ -	
ITEMS FOR SALE						\$ -	
FLAGS	\$ -					\$ -	
PLATS	\$ 1,260.00					\$ 1,260.00	\$ 1,620.00
SUPERVISOR EXPENSE						\$ -	
Supervisor Travel	\$ 1,500.00			\$ 1,000.00		\$ 500.00	\$ 1,306.63
Board Meetings	\$ 100.00					\$ 100.00	\$ 86.37
OFFICE EQUIPMENT						\$ -	
Gasconade County Map Website	\$ 75.00					\$ 75.00	
EQUIPMENT EXPENSE						\$ -	
John Deere Maintenance	\$ 1,500.00					\$ 1,500.00	\$ 600.00
Great Plains Maintenance	\$ -					\$ -	
John Deere Repair	\$ 3,500.00					\$ 3,500.00	\$ 1,595.27
Great Plains Repair	\$ 2,000.00					\$ 2,000.00	\$ 1,942.57
Equipment Maintenance	\$ 100.00					\$ 100.00	\$ 174.74
Bank Service Charge						\$ -	
TOTAL EXPENSES	\$ 19,147.45	\$ -		\$ 5,500.00	\$ 1,000.00	\$ 12,647.45	\$ 11,962.01
PERSONNEL EXPENSES						\$ -	
MANAGEMENT GROSS	\$ 30,347.20	\$ 28,808.00				\$ 1,539.20	\$ 15,127.20
TECHNICAL GROSS	\$ 29,432.00	\$ 28,849.60				\$ 582.40	\$ 14,671.20
OTHER MANAGEMENT	\$ 3,470.68		\$ 3,456.96			\$ 13.72	\$ 2,450.10
OTHER TECHNICAL	\$ 3,637.37		\$ 3,461.95			\$ 175.42	\$ 1,961.28
Total Personnel	\$ 66,887.25	\$ 57,657.60	\$ 6,918.91	\$ -	\$ -	\$ 2,310.74	\$ 34,209.78
TOTAL ALL EXPENSES	\$ 86,034.70	\$ 57,657.60	\$ 6,918.91	\$ 5,500.00	\$ 1,000.00	\$ 14,958.19	\$ 46,171.79
INCOME							
PERSONNEL GRANT	\$ 57,657.60	\$ 57,657.60					\$ 28,828.80
OTHER EXPENSES	\$ 6,918.91		\$ 6,918.91				\$ 3,365.31
ADMINISTRATIVE GRANT	\$ 5,500.00			\$ 5,500.00			\$ 2,750.00
INFO/ED GRANT	\$ 1,000.00				\$ 1,000.00		\$ 500.00
COUNTY COMMISSION	\$ 2,325.00					\$ 2,250.00	\$ 2,250.00
DONATIONS (Field Days)	\$ 200.00					\$ 200.00	\$ 400.00
FLAGS	\$ -					\$ -	
PLATS	\$ 1,500.00					\$ 975.00	\$ 1,477.45
ADVERTIZEMENT	\$ 75.00					\$ 75.00	\$ 37.50
CD INTEREST	\$ 35.05					\$ 35.05	\$ 17.56
CD/SAVINGS TRANSFER							
SAVINGS INTEREST	\$ 4.30					\$ 4.30	\$ 4.06
BANK INTEREST	\$ 30.00					\$ 30.00	\$ 15.32
EQUIPMENT RENT							
JOHN DEERE (base 750ac)	\$ 7,500.00					\$ 7,500.00	\$ 2,673.00
GREAT PLAINS (base 400 ac)	\$ 4,000.00					\$ 4,000.00	\$ 1,538.50
ROTOWIPER	\$ 100.00					\$ 100.00	\$ 75.00
ATV	\$ 100.00					\$ 100.00	\$ 60.00
BURN EQUIPMENT	\$ 10.00					\$ 10.00	\$ -
REIMBURSEMENTS							
TOTAL INCOME	\$ 86,955.86	\$ 57,657.60	\$ 6,918.91	\$ 5,500.00	\$ 1,000.00	\$ 15,279.35	\$ 43,992.50
LESS EXPENSES	\$ (921.16)	\$ -	\$ -	\$ -	\$ -	\$ (321.16)	\$ 2,179.29
CASH IN THE BANK As of July 1, 2014						\$ 6,924.20	
CD VALUE						\$ 10,000.00	
SAVINGS ACCOUNT						\$ 4,051.91	
LESS GRAZING SCHOOL FUNDS						\$ (393.58)	
TOTAL						\$ 20,582.53	

By: DIANA
12/23/14 7:12am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 01 Local Funds

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
1-00-300	BEGINNING FUND BALANCE	(\$20,840.11)	\$0.00	\$0.00	(\$20,840.11)
01-00-400	INTEREST EARNED ON CHECKING	(\$8.17)	\$0.00	(\$7.15)	(\$15.32)
01-00-401	INTEREST ON CD	(\$8.73)	\$0.00	(\$8.83)	(\$17.56)
01-00-403	NEWSLETTER ADVERTIZING DONATIO	(\$37.50)	\$0.00	\$0.00	(\$37.50)
01-00-404	COUNTY COMMISSION	\$0.00	\$0.00	(\$2,250.00)	(\$2,250.00)
01-00-406	DONATIONS FIELD DAYS	(\$350.00)	\$0.00	(\$50.00)	(\$400.00)
01-00-408	SAVINGS DEPOSITS	\$0.00	\$0.00	(\$4.06)	(\$4.06)
01-00-415	SALE OF GOODS-PLAT BOOKS	(\$250.00)	\$0.00	(\$1,227.45)	(\$1,477.45)
01-00-416	SALE OF GOODS-FLAGS	\$0.00	\$50.00	(\$50.00)	\$0.00
01-00-430	ATV EQUIPMENT RENTAL	(\$60.00)	\$0.00	\$0.00	(\$60.00)
01-00-431	ROTOWIPER RENTAL	(\$50.00)	\$0.00	(\$25.00)	(\$75.00)
01-00-432	JOHN DEERE DRILL RENTAL	(\$352.00)	\$0.00	(\$2,321.00)	(\$2,673.00)
01-00-433	GREAT PLAINS DRILL RENTAL	(\$721.50)	\$0.00	(\$817.00)	(\$1,538.50)
01-00-504	DISTRICT MANAGER RETIREMENT	\$0.00	\$35.52	\$0.00	\$35.52
01-00-515	MANAGERS GROSS SALARY - DIANA	\$368.00	\$355.20	\$0.00	\$723.20
01-00-518	TECHNICIAN SALARY - KORY	\$112.00	\$134.40	\$0.00	\$246.40
01-00-526	District Portion Health -Techn	\$42.66	\$42.66	\$0.00	\$85.32
01-00-527	TECHNICIAN RETIREMENT	\$0.00	\$13.44	\$0.00	\$13.44
01-00-536	DISTRICT PORTION HEALTH INS MA	\$42.66	\$42.66	\$0.00	\$85.32
01-00-540	EMPLOYEE TRAVEL-MGMT	\$28.99	\$103.96	\$0.00	\$132.95
01-00-541	EMPLOYEE TRAVEL-TECH	\$17.36	\$35.96	\$0.00	\$53.32
01-00-545	SUPERVISOR TRAVEL	\$133.92	\$191.43	\$0.00	\$325.35
01-00-556	PLAT BOOKS	\$1,410.00	\$210.00	\$0.00	\$1,620.00
01-00-631	DRILL INSURANCE	\$0.00	\$593.38	\$0.00	\$593.38
01-00-632	JOHN DEERE DRILL REPAIR	\$0.00	\$1,595.27	\$0.00	\$1,595.27
01-00-633	GREAT PLAINS DRILL REPAIR	\$81.73	\$1,860.84	\$0.00	\$1,942.57
01-00-635	JOHN DEERE MAINTENANCE	\$600.00	\$0.00	\$0.00	\$600.00
01-00-638	ROTOWIPER REPAIR	\$20.00	\$17.22	\$0.00	\$37.22
01-00-639	ATV REPAIR/EXPENSE	\$0.00	\$137.52	\$0.00	\$137.52
01-00-640	ADVERTISING AND PROMOTION	\$0.00	\$37.00	\$0.00	\$37.00
01-00-770	INFORMATION/EDUCATION EXPENSES	\$0.00	\$149.97	\$0.00	\$149.97
01-00-830	ANNUAL MEETING	\$669.15	\$0.00	\$0.00	\$669.15
01-00-833	DEMONSTRATIONS/FIELD DAYS	\$360.95	\$8.98	\$0.00	\$369.93

Summary Page:

Beginning Balance:	(\$18,790.59)
Total Income:	(\$6,710.49)
Total Expenses:	\$5,565.41
Funds Remaining:	(\$19,935.67)

By: DIANA
12/23/14 7:13am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First

Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 02 Management Services Grant

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
2-01-425	STATE ALLOTMENT - MSG	(\$14,414.40)	\$0.00	(\$14,414.40)	(\$28,828.80)
02-01-515	MANAGER SALARY - DIANA	\$7,756.00	\$6,648.00	\$0.00	\$14,404.00
02-01-518	TECHNICIAN SALARY - KORY	\$7,767.20	\$6,657.60	\$0.00	\$14,424.80

Summary Page:

Beginning Balance:	\$1,108.80
Total Income:	(\$14,414.40)
Total Expenses:	\$13,305.60
Funds Remaining:	\$0.00

By: DIANA
12/23/14 7:13am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First

Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 03 Other Personnel Expenses

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
3-01-300	BEGINNING FUND BALANCE	(\$94.17)	\$0.00	\$0.00	(\$94.17)
03-01-425	STATE ALLOTMENT - MSG	(\$1,729.73)	\$0.00	(\$1,635.58)	(\$3,365.31)
03-01-530	DISTRICT PORTION SOCIAL SECURI	\$463.14	\$401.46	(\$3.48)	\$861.12
03-01-531	DISTRICT PORTION MEDICARE - Ma	\$108.31	\$93.06	\$0.00	\$201.37
03-01-532	UNEMPLOYMENT TAX - Manager	\$16.30	\$0.00	\$0.00	\$16.30
03-01-535	WORKER'S COMPENSATION INSURANC	\$228.50	\$0.00	\$0.00	\$228.50
03-01-540	EMPLOYEE TRAVEL - Manager	\$203.84	\$248.16	\$0.00	\$452.00
03-01-542	EMPLOYEE TRAINING - Manager	\$70.00	\$367.02	\$0.00	\$437.02
03-01-550	DISTRICT PORTION SOCIAL SECURI	\$476.78	\$409.38	\$0.00	\$886.16
03-01-551	DISTRICT PORTION MEDICARE - Te	\$111.51	\$95.76	\$0.00	\$207.27
03-01-552	UNEMPLOYMENT TAX - Technician	\$16.97	\$0.00	\$0.00	\$16.97
03-01-553	EMPLOYEE TRAVEL - Technician	\$41.44	\$85.84	\$0.00	\$127.28
03-01-554	EMPLOYEE TRAINING - Technician	\$25.00	\$228.02	\$0.00	\$253.02
03-01-555	WORKER'S COMPENSATION INSURANC	\$318.50	\$0.00	\$0.00	\$318.50

Summary Page:

Beginning Balance:	\$256.39
Total Income:	(\$1,635.58)
Total Expenses:	\$1,925.22
Funds Remaining:	\$546.03

By: DIANA
12/23/14 7:13am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First

Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 04 Administrative Expenses Grant

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
4-01-425	STATE ALLOTMENT - ADMINISTRATI	(\$2,750.00)	\$0.00	\$0.00	(\$2,750.00)
04-01-545	SUPERVISOR TRAVEL	\$454.33	\$456.95	\$0.00	\$911.28
04-01-546	SUPERVISOR TRAINING	\$70.00	\$0.00	\$0.00	\$70.00
04-01-547	BOARD MEETINGS	\$0.00	\$86.37	\$0.00	\$86.37
04-01-700	MASWCD DUES	\$0.00	\$450.00	\$0.00	\$450.00
04-01-710	LIABILITY INSURANCE	\$0.00	\$450.00	\$0.00	\$450.00
04-01-730	ELECTION EXPENSE	\$0.00	\$11.75	\$0.00	\$11.75
04-01-770	INFORMATION/EDUCATION EXPENSES	\$69.32	\$0.00	\$0.00	\$69.32
04-01-800	OFFICE SUPPLIES	\$278.71	\$99.22	\$0.00	\$377.93
04-01-832	DONATION EXPENSE	\$350.00	\$0.00	\$0.00	\$350.00
04-01-834	NEWSLETTER EXPENSE	\$347.43	\$0.00	\$0.00	\$347.43

Summary Page:

Beginning Balance:	(\$1,180.21)
Total Income:	\$0.00
Total Expenses:	\$1,554.29
Funds Remaining:	\$374.08

By: DIANA
12/23/14 7:13am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 07 Employee Health

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
7-01-300	Beginning Fund Balance - Emplo	(\$0.30)	\$0.00	\$0.00	(\$0.30)
07-01-425	State Allotment - Employee Ben	(\$6,721.00)	\$0.00	\$0.00	(\$6,721.00)
07-01-503	TECHNICIAN HEALTH PREMIUM	\$1,680.24	\$1,680.24	\$0.00	\$3,360.48
07-01-505	DISTRICT MANAGER HEALTH PREMIU	\$1,680.24	\$1,680.24	\$0.00	\$3,360.48

Summary Page:

Beginning Balance:	(\$3,360.82)
Total Income:	\$0.00
Total Expenses:	\$3,360.48
Funds Remaining:	(\$0.34)

By: DIANA
12/23/14 7:13am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 08 Employee Retirement Benefit

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
8-01-425	State Allotment - Employee Ben	(\$720.72)	\$0.00	(\$720.72)	(\$1,441.44)
08-01-502	TECHNICIAN RETIREMENT	\$393.96	\$326.16	\$0.00	\$720.12
08-01-504	DISTRICT MANAGER RETIREMENT	\$406.20	\$314.64	\$0.00	\$720.84

Summary Page:

Beginning Balance:	\$79.44
Total Income:	(\$720.72)
Total Expenses:	\$640.80
Funds Remaining:	(\$0.48)

By: DIANA
12/23/14 7:13am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 10 Reimbursement Expenses

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
0-01-300	BEGINNING BALANCE - 10	\$351.00	\$0.00	\$0.00	\$351.00
10-01-425	STATE ALLOTMENT -REIMBURSED EX	(\$351.00)	\$0.00	\$0.00	(\$351.00)
10-01-795	SUPERVISOR TRNG CONFERENCE	\$0.00	\$1,284.06	\$0.00	\$1,284.06

Summary Page:

Beginning Balance: \$0.00

Total Income: \$0.00

Total Expenses: \$1,284.06

Funds Remaining: \$1,284.06

By: DIANA
12/23/14 7:14am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 19 Information/Education Grant

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
9-01-425	STATE ALLOTMENT - INFO/ED	(\$250.00)	\$0.00	(\$250.00)	(\$500.00)
19-01-831	POSTER CONTEST	\$0.00	\$17.59	\$0.00	\$17.59
19-01-833	DEMONSTRATIONS/FIELD DAYS	\$234.00	\$508.98	\$0.00	\$742.98

Summary Page:

Beginning Balance:	(\$16.00)
Total Income:	(\$250.00)
Total Expenses:	\$526.57
Funds Remaining:	\$260.57

By: DIANA
12/23/14 7:14am

GASCONADE COUNTY SWCD
District Quarterly Report

Page 1

Reporting period: 10/01/14 to 12/31/14

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 20 GRAZING SCHOOL FUNDS

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
0-00-300	BEGINNING FUND BALANCE	(\$393.58)	\$0.00	\$0.00	(\$393.58)

Summary Page:

Beginning Balance:	(\$393.58)
Total Income:	\$0.00
Total Expenses:	\$0.00
Funds Remaining:	(\$393.58)



Gasconade County Soil and Water Conservation District

314 South Olive - Owensville, MO 65066 - Phone (573) 437-3478 - Fax (573) 437-4771

January 6, 2015

Governor Jay Nixon
PO Box 720
Jefferson City, MO 65102

Dear Governor Nixon,

The Gasconade County Soil and Water Conservation District would like to request that you consider filling the two vacancies' that are currently on the Soil & Water Conservation Commission.

According to statute 278.080, the Soil and Water District Commission is made up of six farmers and four ex-officio members. Three of the members must be from north of the Missouri River and three from south of the Missouri River. Also, there can be no more than 4 members from any one particular party. Not only are we missing a representative from each side of the river, there are currently no Republican representatives on this commission. This is a clear violation of the statute.

In order to have a quorum to conduct business at any commission meeting there must be a minimum of four commissioners present. This has caused considerable problems over the last few months – especially at our recent Annual Training Conference where two commissioners were absent due to the flu. There were a good majority of local supervisors at this conference, who were expecting to see the commission conducting business and possibly providing valuable input.

We ask that you resolve this issue as quickly as possible. Thank you for your time.

Sincerely,



Dennis Berger, Chairman



Mike Haeffner, Vice-Chairman



Matt Estes, Treasurer



Debra Nowack, Member



Matt Herring, Secretary

P.S. We have learned that you have appointed Jerry D. Vance to the commission on 12/22/14, pending confirmation of the Missouri Senate. We hope that you will fill the other vacancy forthwith.

CC: Mike Kehoe, Tom Hurst, Justin Alfermann, Bart Korman



Gasconade County Soil and Water Conservation District

314 South Olive - Owensville, MO 65066 - Phone (573) 437-3478 - Fax (573) 437-4771

January 6, 2015

Colleen Meredith, Program Director
Soil & Water Conservation Program
PO Box 716
Jefferson City, MO 65102-0716

Dear Director Meredith,

The Gasconade County Soil and Water Conservation District would like to ask that the Soil & Water Conservation Program office be transparent in their endeavors to query insurance vendors in regards to more affordable health care for current staff and their families.

At the October 1, 2014, Soil & Water Conservation Commission meeting, the SWC Commissioners directed the program staff to investigate other possible venues as a result of the presentation and research done by the Osage County SWCD. At the 2014 Annual Training Conference, Resolution #2014-02 (see attached) was passed also asking the Commission to consider looking into other options for group health insurance coverage that is more affordable for employees and their families.

At the training conference, it was brought out that the Plan for the Future Committee was considering (suggesting) that the program might pay up to 75% for a family plan with the current MCHCP provider. This option still does not address seeking other bids, which is what has been requested and appears to be cost prohibitive. It was also stated that it was up to the Plan for the Future Committee "if" they wanted to seek outside bids. Again, this is not what has been requested.

We feel that the current insurance program is extremely expensive for all parties involved.

We ask that you provide all districts with documentation that shows who was contacted for bids and their responses. It would also be advantageous, if the minutes from the "Plan for the Future" Committees were made available for all to view.

Thank you for your time.

Sincerely,


Dennis Berger, Chairman


Mike Haeffner, Vice-Chairman


Matt Estes, Treasurer


Debra Nowack, Member


Matt Herring, Secretary

RESOLUTION PROPOSAL
#2014-02
GASCONADE COUNTY SOIL AND WATER
CONSERVATION DISTRICT

Whereas, in 2007 the Soil and Water Conservation Districts Commission elected to provide a state wide health care plan based on the desire of the District Boards to better serve their employees with adequate, affordable healthcare

Whereas, combining the 114 districts into one group plan should allow for substantial savings in premiums and allow for equal coverage for all concerned

Whereas, the Affordable Care Act requires all individuals to be covered by some sort of healthcare insurance

Whereas, the Commission contracted with the Missouri Consolidated Health Care Program to provide the services needed to cover employees and offer family benefits at employee expense

Whereas, the premium for family members is 60% of a Technician II salary

Therefore, be it resolved: that the Soil and Water Conservation Commission consider looking into other options for group health insurance coverage that is more affordable for employees and their families.

Passed: 47 yea- 2 no

MID-MISSOURI GRAZING CONFERENCE



Thursday, January 29, 2015

Capital Plaza Hotel - 415 W. McCarty - Jefferson City, MO

KEYNOTE SPEAKERS

Chris Chinn - Agriculture Advocacy: Telling Agriculture's Story

Chris manages the production and financial records for the family's 1,600 sow farrow-to-finish hog operation, and the family feed mill. She and her husband have a small cow-calf herd, and raise corn, soybeans, and alfalfa. She is active in a variety of agriculture related organizations including Farm Bureau and the Missouri Pork Association.

Doug Peterson - Rainfall Simulator Demonstration

Doug has served a variety of roles with the Natural Resource Conservation Service throughout Missouri, and is currently the NRCS State Soil Health Conservationist.

Come see the Trade Show beginning at 8:00 a.m.

8:00 a.m.—Registration and vendor time

9:00 a.m.—Morning break-out sessions begin

12:30 p.m.—Lunch and Keynote Speakers

3:30 p.m.—Adjourn

Breaks and vendor time scheduled throughout the day

- Soil Health
- Producing What Feedlots Want
- Sheep and Goat Parasite Management
- Beef Quality Assurance
- Soil Health Testing and Interpretation
- Beef Heifer Development
- Grazing Native Forages
- Animal Rights Organizations
- Neonatal Care
- Tall Fescue Renovation with Novel Endophyte Varieties
- Missouri Fence Law

Advanced registration due by Jan. 23, 2015: \$50.00 individual, \$85 couple or \$25 student

Late/Door Registration: \$85 individual, \$120 couple or \$35 student **Includes:** Meal, Refreshments & Proceedings

Name _____

Address _____

City/Zip _____

Telephone _____ e-mail _____

Send to: Cole County SWCD, 1911 Boggs Creek Rd, Jefferson City, MO 65101;

Make Checks Payable To: Cole County SWCD

For more information: Ed Gillmore (ed.gillmore@mo.usda.gov) or Peggy Lemons at 573-893-5188 ext. 3



**Program
Sponsors**



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Soil and Water Conservation Districts in Central Missouri

Fund Status (2015)

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

CC PILOT COVER CROP						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
PILOT COVER CROP 2015	\$4,800.00	\$0.00	\$4,800.00	\$0.00	\$4,800.00	\$0.00
Project Sub Total	\$4,800.00	\$0.00	\$4,800.00	\$0.00	\$4,800.00	\$0.00
GM GRAZING MANAGEMENT						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
GRAZING MANAGEMENT 2015	\$61,722.00	\$55,897.47	\$5,824.53	\$14,955.59	\$46,766.41	\$0.00
Project Sub Total	\$61,722.00	\$55,897.47	\$5,824.53	\$14,955.59	\$46,766.41	\$0.00
SA SENSITIVE AREAS						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
SENSITIVE AREAS 2015	\$36,500.00	\$15,954.57	\$20,545.43	\$13,718.00	\$22,782.00	\$0.00
Project Sub Total	\$36,500.00	\$15,954.57	\$20,545.43	\$13,718.00	\$22,782.00	\$0.00
SGE SHEET AND RILL / GULLY EROSION						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
SHEET AND RILL / GULLY E 2015	\$42,277.00	\$3,062.57	\$39,214.43	\$3,062.57	\$39,214.43	\$0.00
Project Sub Total	\$42,277.00	\$3,062.57	\$39,214.43	\$3,062.57	\$39,214.43	\$0.00
WE WOODLAND EROSION						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
WOODLAND EROSION 2015	\$38,150.00	\$20,961.55	\$17,188.45	\$1,888.50	\$36,261.50	\$0.00
Project Sub Total	\$38,150.00	\$20,961.55	\$17,188.45	\$1,888.50	\$36,261.50	\$0.00
Grand Totals	183,449.00	\$95,876.16	\$87,572.84	\$33,624.66	\$149,824.34	\$0.00

52%



Jeremiah W. (Jay) Nixon, Governor • Sara Parker Pauley, Director


DEPARTMENT OF NATURAL RESOURCES

www.dnr.mo.gov

MEMORANDUM 2015-008

DATE: December 22, 2014

TO: All Soil and Water Conservation Districts

FROM:  Colleen Meredith, Director
Soil and Water Conservation Program

SUBJECT: Disaster Declaration FEMA-4200-DR

The Soil and Water Districts Commission discussed a major disaster declaration at their December 10, 2014 conference call meeting, <https://www.fema.gov/disaster/4200>.

The commission passed the following motion, in support of the declaration.

Upon the recommendation of the Governor, and to support the October 31, 2014 major disaster declaration FEMA-4200-DR, the Soil and Water Districts Commission approves \$500,000 to assist with reconstruction of soil and water conservation practices currently under a maintenance agreement, or for new practices required to control erosion as a result of the storm damage from severe storms, tornadoes, straight-line winds and flooding in the 20 counties designated in the declaration. Additional funding may be allocated as the need for conservation practices is further documented.

This motion by the Commission gives blanket approval for SWCDs to approve contracts in the 20 counties included in the disaster declaration which are: Adair, Andrew, Atchison, Daviess, Gentry, Grundy, Harrison, Holt, Knox, Lewis, Linn, Livingston, Macon, Mercer, Nodaway, Putnam, Ralls, Shelby, Sullivan, and Worth Counties. This blanket approval is to assist landowners with reconstruction of practices that are currently under a maintenance agreement.

Please follow the guidelines in the Cost-Share Handbook for reconstruction of practices, Section V. Eligible Practices, part F. Reconstruction, page V-6. As a reminder, the reconstruction practice must be a new and separate contract with all other required supporting documentation. The district must choose "Reconstruction" from the Special Practice Description dropdown menu, and enter the original contract number in the Original Contract(s) field. "Acres Served" is reported as zero since this was reported on a previous contract.

Contracts can also be approved for landowners that have completed repairs due to the storms associated with the disaster declaration as long as invoices support the work and the practice(s)

All SWCDs
December 22, 2014
Page Two

meets NRCS Standards and Specifications. Some landowners will qualify for a new practice because of damage created by the storm. Please enter this as you would any new contract.

For all contracts associated with this disaster funding, select the note type of **"FEMA-4200-DR"** in MoSWIMS for tracking purposes. The program needs to track all contracts that are developed and paid in response to the storm damage regardless of funding source. Funds designated for the disaster declaration will be added back to your allocation if regular funds have already been used for this purpose.

Coordinators have been in contact with affected counties. Please contact your coordinators with questions or if you need any additional assistance. Thank you.

CM:tm

Mayfield, Diana

From: Mueller, Theresa on behalf of Soil & Water Conservation Program
Sent: Monday, December 29, 2014 10:14 AM
To: DNR.Soil and Water Conservation Districts staff; DNR.SWC Staff
Subject: New District Color Multi-Function Machines

Good Morning,

Within the next several weeks, each district office will be receiving a color Multi-Function Machine (scanner, printer and copier) which will replace current state equipment that provides these functions. Upon installation of this machine, ITSD will remove any state owned printer(s) and scanner equipment the district may have (unfortunately the district does not have the option to keep any of the previously provided equipment).

The equipment will come directly from the supplier, once the shipment is received, please send a copy of the packing slip to itsditcoreceiving@oa.mo.gov. Also someone within the district office will need to submit an ITSD Online Help Desk (OHD) ticket to request installation of the machine. To enter the ticket please choose Category: Hardware Support and choose Printer in the box adjacent to it, this will initiate an ITSD technician to come on location to install the machine. OA-ITSD will be notifying the district (or may have already) that an ITSD asset tag will be mailed separately from the equipment to the district to be placed on the equipment.

Included with the purchase of this equipment is a maintenance agreement through Datacom. Physically on the equipment will be a 1-800 number which should be contacted if issues arise with the equipment (do not enter an ITSD OHD ticket for issues with this equipment).

If the district has additional toner for the machines that are being removed, these can be provided to ITSD, resold or recycled at the district's discretion. It is recommended that purchases of toner for this Multi-Function Machine be completed through state contract. Please refer to Memo 2014-018 Cooperative Procurement Program for guidance.

If you have any questions please contact your district coordinator.

Thanks,
Soil and Water Conservation Program

Celebrating 40 years of taking care of Missouri's natural resources. To learn more about the Missouri Department of Natural Resources visit dnr.mo.gov.



Jeremiah W. (Jay) Nixon, Governor • Sara Parker Pauley, Director


DEPARTMENT OF NATURAL RESOURCES

www.dnr.mo.gov

MEMORANDUM 2015-009

DATE: January 2, 2015

TO: All Soil and Water Conservation Districts

FROM:  Colleen Meredith, Director
Soil and Water Conservation Program

SUBJECT: 2015 Internship Program

The Soil and Water Conservation Program (SWCP) is pleased to announce continuation of the intern program available to each Soil and Water Conservation District (SWCD) during the summer of 2015. The Soil and Water Districts Commission (Commission), at their December 18, 2014 meeting, concurred to again provide each district a \$3,500 maximum stipend to hire a college student intern(s) from May 1, 2015 to September 1, 2015. The internship can be a benefit to all parties involved. Students will gain work experience in a hands-on learning environment that will promote personal and professional growth while mentoring with SWCD boards, staff and conservation partners. An intern can help fill gaps in the district workload and strengthen public relations with younger generations.

This intern program was developed from a recommendation from the Plan for the Future Program Delivery and Operations Subcommittee (subcommittee). The intern program was available to all districts during the summer of 2014, with 43 districts choosing to hire an intern. To evaluate the 2014 intern program, an anonymous questionnaire was available to all 114 districts to provide feedback regarding the intern program experience, regardless if an intern was hired. Another questionnaire was available to hired interns to identify the professional skills and knowledge acquired by the students from the internship. Responses to both questionnaires were overwhelmingly positive and supported the continuation of the intern program in 2015. The questionnaire responses were presented to the Commissioners at their December meeting. The questionnaire is also available on the SWCD Intranet.

Interns are district employees and the following are some steps that may assist district boards interested in hiring an intern:

1. Advertise the position.
2. Identify professional qualifications desired for the position.
3. Interview and select a candidate.
4. Designate a start and end date within the May 2015 and September 1, 2015 time frame.
5. Establish rate of pay (intern expenditures above \$3,500 must come from local funds).
6. Determine daily and weekly schedule.
7. Establish duties and responsibilities for the intern.

Applicants must be a higher education (college, university, technical school, etc.) student within any degree major. The intern cannot be a high school senior transitioning into a higher education student. Placement offices and career services for colleges in your area are useful resources to identify and advertise for potential candidates. If the district workload would not require a full-time intern during the designated timeframe, consider sharing one intern between two districts. Please be mindful of a potential conflict of interest or nepotism during the selection process.

District boards hiring interns for the summer will need to follow standard protocol for new employees which will work within our federal partner's facilities. Interns which are hired by the district boards to solely perform district work will only be required to complete Information Security Training per NRCS policy. Please realize that if an intern will be required to access an NRCS computer or files, a background check and additional permissions will be required. **(Note: Background checks and other permissions accesses typically take over 30 days to process. Each district board should work with the appropriate NRCS District Conservationist to seek required training materials and procedures).**

If your district decides to take advantage of the intern program, expenses associated with the intern program will be tracked in fund 10 (reimbursement fund). Eligible expenses include gross salary, district portion of Social Security and Medicare, workers compensation and travel expenses. If your district needs assistance with developing account numbers, please contact your district coordinator. The program office will reimburse the district once the expenses have been incurred.

Attached is the SWCP Internship Program Form to be completed by the board upon selection of an intern and emailed to Deanna Smith, deanna.smith@dnr.mo.gov at the Soil and Water Conservations Program Office. If you have any questions, please contact your district coordinator. Thank you.

CM:tm

SWCP INTERN PROGRAM FORM

SUMMER 2015

SWCD: _____

Individual Information

Intern Name: _____

School (college, university, tech school, etc.): _____

Major/Focus Area: _____

Year/Semester: _____

Internship Information

Timeframe (start and end dates): _____

Work Schedule: _____

Assigned Work: _____

Hourly Rate of Pay: _____

Policies

_____ I have read the DNR Internet Acceptable Use Policy.

_____ I have read the SWCD Personnel Policy.

Signature Approval

Intern Signature

Board Member Signature

District Manager Report
Diana Mayfield
December 2014

Wow! This month has flown by. My Dad's surgery went well and I conquered the city traffic! Our December Board Meeting was well attended and I think everyone had a good time. I know I did!

Five of us attended the Annual Training Conference. We should be proud of our Board and Staff – some districts didn't have any supervisors or staff in attendance. Controversy is about the only thing that really sticks out in my mind about the meeting. Due to statements made at the conference in regards to District Specialist Grade Levels, I will begin studying the NRCS Modules 1-8.

I drafted two letters as a result of the Annual Training Conference. One to the Governor in regards to the Commission seats and another to the Program Office in regards to transparency when it comes to the health insurance provider issue. (As of 12/22/14 – one seat has been filled by the Governor. He is Jeffrey D. Lance of Savannah.)

Dennis & I spoke with Seth Barrioz about a possible grant from MDC to help fund a new no-till drill. We are unable to apply this year; however, we all feel that we need to get all of our "ducks" in a row as soon as possible so that when and if they do have another grant we will be ready.

I have processed our W-2/W-3's and 1099's. I have also processed our quarterly report for Oct – Dec.

I sent Envirothon information to the Hermann and Owensville Science teachers. We are ready to go with the poster contest information - hope to deliver everything the 1st week in January.

I have kept in touch with the Area III nominating committee in regards to another candidate.

I have booked the school for April 9th for the Annual Meeting. It was unfortunate to learn that Barb Zelch is no longer catering. Cathy Mauzey has said that she would prepare the meal for us. She had catered for us a couple of times before. Mike Stillman indicated that the VFW Color Guard will be in attendance.

I attended the Excel Training Course and learned a great deal from "Rocky Balboa". I look forward to experimenting with all of the new things I learned.



Natural Resources Conservation Service
1315 E Main
Linn, Missouri 65051

**December 2014
NRCS Board Report**

I attended the monthly SWCD board meetings for Osage/Maries/Gasconade Counties during December.

NRCS staff and Osage SWCD staff held a planning meeting for the upcoming Cover Crop field day.

I attended the final planning meeting for the Mid Missouri Grazing Conference that will be held January 29, 2015.

I attended the Drainage Management Workshop held in Hermann.

I assisted NRCS staff on meeting the CSP deadline for contract renewals. NRCS staff did an excellent job in meeting our deadlines.

I attended one of FSA's information meetings on their new Farm Bill Programs.

I took a few days off over the holidays.

Melinda L. Barch
District Conservationist

REGULAR OPEN MEETING GASCONADE COUNTY SWCD

Posted December 24, 2014, 3:00 p.m.

AGENDA

USDA Service Center, 314 S. Olive Street, Owensville, MO

Tuesday, January 6, 2015, 6:30 pm

- ☐ Open Meeting –Chairman
- ☐ Review Minutes of the December Board Meeting – Secretary
- ☐ December Financial Review
 - Treasurer's Report
 - Time Sheets
 - Quarterly Reports

Unfinished Business

- ☐ Training Conference Workshops
 - Letter to Governor for filling vacant Commissioner Seats
 - Letter to Soil & Water Conservation Commission and Program Office for Transparency in regards to health insurance
 - Fund Raising ideas
- ☐ Nominating Committee Recommendations
 - Area III – Debra Nowack and
- ☐ Mid-Mo Grazing Conference

New Business

- ☐ Cost-Share –
 - Fund Status
 - Approve Conservation Plans, Cost-share Contracts, Change Orders, and Payments

Name	Cons Plan	Cost-Share Practice	Contract, Change Order or Payment	Application Number
Leslie/Vera Nicks ¹		DSP-3.3	Payment	062-15-0001
EDK Farm LLC ²	C/S	DSP-3.2	Contract	062-15-0024
EDK Farm LLC ²		DSP-3.3	Contract	062-15-0025
WM Boettcher Farm INC	CSP			
Dennis Barringer	CSP			
Roger Loeb	CSP			
John A. Kreter	CSP			
Jerry Lairmore	CSP			
Jerome Winthorst	CSP			
Joy Haeffner	CSP			

¹Approved by Debra Nowack, 12/12/14

²Approved by Matt Estes, 12/17/14

- ☐ Annual Plan of Action
 - Annual Meeting
 - April 9, 2015
 - Caterer
 - Program
- ☐ National Envirothon Workers (July 27-31)
- ☐ Additional New Business
- ☐ DNR Memorandums and Letters
 - Memorandum 2015-008, Disaster Declaration FEMA-4200-DR
 - E-Mail Dec 29, 2014 – New District Color Multi-function Machines
 - Memorandum 2015-009, 2015 Internship Program
- ☐ Mail
 - None
- ☐ NRCS and District Reports
- ☐ Calendar of Events –
 - January 19, 2015 – Martin Luther King Jr. Holiday – Office Closed
- ☐ Adjourn. Next meeting scheduled for Tuesday, **February 3, 2015, at the USDA Service Center, 6:30 p.m.**

Soil & Water Conservation District Boards may go into closed session at this meeting if such action is approved by a majority vote of the board members who constitute a quorum to discuss legal, confidential, or privileged matters under § 610.021(1), RSMo 2000; personnel actions under §610.021(3); personnel records or applications under §610.021(13), records under § 610.021(14), or audit issues under § 610.021(17), which are otherwise protected from disclosure by law.